

ALBUQUERQUE DISTRICT

FY 2002/03 OPERATIONS PLAN

The Albuquerque District developed the FY 2002/03 Operations Plan initiatives to support the South Pacific Division Campaign Plan and strategic goals of the U.S. Army Corps of Engineers Vision and Campaign Plan. The senior leadership of the District developed the initiatives to respond to identified needs in the areas of People, Process and Communication.

People

People are the foundation of the Corps: our effectiveness, our value, and our reputation. We inspire the public's trust through our technical and professional excellence and our stewardship of the Nation's resources.

Action Item: Provide the workforce information on Career Program opportunities.

Intent: In order to increase the District employee's awareness of the opportunities available in their career programs as well as other career paths within the workforce, the District will organize and schedule during FY 02 a series of Career Program seminars.

Responsibility: Career Program Managers.

Action Item: Schedule and conduct IDP counseling training for District supervisors

Intent: Make the IDP a true tool/contract that supports professional and leader development.

Responsibility: DDE, Regional Training Committee Representatives, District Training Coordinator

Action Item: Continue entrance and exit interviews and new employee orientation.

Intent: Ensure new employees receive the information they need early on. Find out why people come to and leave the District.

Responsibility: DE, DDE, Staff

Process

Process enables our effectiveness. We will insure a more unified approach to our operating processes and organize ourselves accordingly.

Action Item: On the receipt of P3E, evaluate the scope and depth of the PROMIS/P3E relationship.

Intent: In order for the District to transition from Open Plan to Primavera by 30 Sept 02, we will determine if the relationship is acceptable & useable. If acceptable, T-3 will then develop the SPD regional training plan. If not acceptable & useable, we will rebut to WES with constructive comments as necessary.

Responsibility: Rob Browning, IMO.

Action Item: Resolve outstanding PDT roles and responsibilities

Intent: In order for all PDT members to understand and work IAW the rules of ER 5-111 by 1 December 01 we will finalize, publish and distribute the District's policy on PDT roles and responsibilities.

Responsibility: Jim White, Jorge Colberg

Action Item: Publish and distribute a Corporate Board procedure for systemic Quality Management analysis and QMP revisions.

Intent: We will develop procedures in order to assure timely and appropriate revisions of the District's Quality Management Plan and move frequent visibility of quality issues.

Responsibility: Jim White.

Action Item: Develop new Project Manager training and orientation.

Intent: In order to develop fully qualified PMs and more effective leadership within the project delivery teams we will develop procedural checklists and task senior PMs with development and mentoring of newer PMs.

Responsibility: Jim White, Jorge Colberg

Action Item: Develop a PROMIS report that will equal or exceed the utility of FDR.

Intent: To develop one workload report that has value to our resource providers.

Responsibility: Jim White, Jorge Colberg

Action Item: Continue to look for ways to reduce overhead.

Intent: No Cadillacs when a Chevy will do.

Responsibility: DE, Division/Office Chiefs

Strategic Communications

Communication links us together as a team, creating synergy among people and processes. Communication will empower us and unite us with our partners, stakeholders and customers as we provide public service

Action Item:

1. Continue the use of Open Houses, including adopting a “Road Show” format for civil customers. Combine inviting a variety of civil

customers by holding the open houses in various locales. Invite congressional staffers to Open Houses. Incorporate more of a listening session format to Open Houses for repeat customers.

2. Develop annual messages based on the year's upcoming work.
3. Provide material and District information created for specific customers.

Intent: Educate our current customers and potential customers by creating a greater awareness of our capabilities.

Responsibility: PM, PAO

Action Item:

1. Continue initial and periodic meetings with congressional delegations and District senior leadership.
2. Meet with tough customers early. Use formal partnering for large complex projects.
3. Facilitate solutions for our customers - even if outside our authorities, find the agency that can get the work done.

Intent: In order to strengthen our customer relationships

Responsibility: DE, DDE-PM, PMs